



FAIRVIEW HEIGHTS CONDOMINIUM PHASE IV  
94 DAUPHIN ROAD. DOLLARD DES ORMEAUX, QUEBEC H9G 1W3

**Minutes of the Annual General Meeting of the Syndicate of Co-Owners of Fairview Heights Condominium Phase 4**, convened on **Saturday, November 2<sup>nd</sup>, 11:00 a.m. at the chalet, Lake Road Park, Dollard-des-Ormeaux**. A listing of those in attendance in person and by Proxy is on file with the syndicate. Quorum was reached as 84.37% of co-owners were present or represented.

Helen Pearmain, President, called the meeting to order and thanked all those present for attending.

On a motion by Pierrette Laporte, seconded by Leonard Keyes, the minutes of the previous meeting held on February 2, 2019, available to co-owners online, were accepted as read.

Helen invited Aaron Frost to review the budget, operating expenses, and the condo fee increase.

Aaron summarized the condo association operating expenses for the year. He also provided a detailed explanation of the overbudget expenditure, which was due to unforeseen emergencies. He summarised all the major work that was completed in the condominium for the past fiscal year. He stated that there is \$155,000 in our reserve fund and that it increases by approximately \$30,000 per annum. Some of the work that was completed last year includes:

- Asphalt repairs in three of the Parking lots.
- Entrances to both garages were dug up and re-formatted with new steel grating and fresh concrete, five supporting walls were built in the garages.
- The foundation was raised, between 160 to 166 Dauphin, this was necessary due to water infiltration, caused by our extreme winters of late.
- Support structures were installed in the Dauphin B garage.
- A Property Evaluation 2019 was completed, and the Report is available on our website.
- A broken water main was repaired on Lake.
- Roofs and mansards were replaced.
- Several aluminium window frames were replaced.
- Two insurance claims were finalized. One claim, due to a burst exterior pipe being wrongly winterized and the other one due to a burst pipe on an ice maker going to a fridge. In each case the condo association was involved due to the changes that the Quebec government made to the law.
- Trees were pruned and three new trees were planted.

In addition, Aaron outlined work to be completed in the new year, aluminium work, roofs, mansards, trees, a pool repair, brickwork, gutters and gutter covers, supporting walls.

Aaron motioned for the administrators to receive a monthly compensation increase. Susan asked what work the board members do. It was explained that there is an enormous amount of time spent dealing with paperwork pertaining to insurance and insurance claims, banking, contracts record keeping, bookkeeping, contracts, sales, notaries, notices etc. Judith concurred that the job is time consuming which is why she resigned. The motion was approved.

On a motion by Jack Leichter, seconded by Ruth Ornstein, the Budget was approved.

Due to the increasing operational costs, effective November 1<sup>st</sup>, 2019, an increase in condo fees as per the proportionate share of each condo owners was approved. An \$10.00 increase for extra parking spots is also to be applied as of November 1, 2019.

A discussion as per the new Quebec law regarding insurance changes ensued. The condo association is obligated to maintain a self-insurance fund, equal to double the amount of the highest deductible, which in our case is \$25,000.00. In accordance with the new law, every condo association is required to repair the immovable to the condition it was at the time of the construction. In order to avoid a special assessment which would require each condo owner to pay a lump sum, the condo association has decided to be pro-active and collect a small amount from each co-owner, based on share value, on a monthly basis and transfer the money into separate account. The law is not expected to be enacted before June 2020 at which time we will have close to the mandatory amount and therefore avoid an assessment.

Helen, President opened the floor for any questions.

Susan Sofer questioned the electricity charges concerning electric cars parked inside the garages. The board confirmed that the power supply is connected directly to the individual condo owners power supply. All wiring pertaining to the cars was installed by a licenced electrician. The condo association has checked into various options to accommodate co-owners regarding the plugging of electric cars, unfortunately, the existing condo's wiring as well as logistics for plugs are not well designed. The cost is prohibitive at this time.

Judith suggested that the percentage for the collection of the Reserve fund should be increased to the rate of 10% as it was prior to the fee change, instead of 8% which it will now be due to the fee increase. 5% is required by law. Aaron explained that it will make little difference at this stage and that the reserve fund increases by \$10,000 per year despite taking out \$20,000 annually to accelerate repairs. This decision will be reviewed during the upcoming fiscal year.

Ruth commended the excellent job in maintaining the condo complex and the grounds.

Pierrette thanked the board for all their good work.

Helen asks if there is any new business. There being no other business, on a motion by Chantal Latour, seconded by Ruth Ornstein, the meeting was adjourned at 11:52 am.

Recorded: Eda Piyale  
November 2, 2019